



**MINUTES OF THE REGULAR MEETING OF THE
CIVIL SERVICE COMMISSION
JULY 8, 2010**

CALL TO ORDER

The Regular Meeting of the Civil Service Commission was called to order at 5:30 p.m. in the Large Conference Room, Second Floor, National City Civic Center, on Thursday, July 8, 2010

ROLL CALL

COMMISSION MEMBERS PRESENT: *Leticia Camacho*, Vice Chairperson
Jerry Cano, Commissioner
Raphael Courtney, Commissioner
Martin Martinez, Commissioner
William Sendt, Commissioner

COMMISSION MEMBERS ABSENT: None

STAFF PRESENT: *Stacey Stevenson*, Human Resources Director
Virginia Roe, Human Resources Technician
Lilia Muñoz, Human Resources Technician

REPRESENTATIVES PRESENT: *Frank Parra*, Director of Emergency Services
Brian Krepps, NCFFA Treasurer
 FFA Members

SALUTE TO THE FLAG

Vice-Chairperson Camacho led the pledge of allegiance to the flag.

APPROVAL OF MINUTES

Regular Meeting of March 11, 2010
Cancelled Meeting of May 13, 2010

Action: Motion made by Sendt, seconded by Courtney, and unanimously carried to approve both the regular minutes of March 11, 2010 and the cancelled meeting of May 13, 2010 as presented.

REPORTS FOR FILE

Personnel Report Report of Vacancies

Action: Motion made by Courtney, seconded by Sendt, and unanimously carried to accept and file the Personnel Report and the Report of Vacancies as presented to the Commission.

UNFINISHED BUSINESS

None

NEW BUSINESS

Proposed Amendment to Civil Service Rule IV, Section 407.1 – Types of Initial Appointments

Stacey Stevenson, HR Director, discussed the proposed amendment to the provisions of the Civil Service Rule regarding the different categories and types of appointment under Section 407.1 of CS Rule IV. She stated that the request is to revise the language related to making limited term career appointments in order to resolve City-wide operational issues created by long term employee leaves of absences, and the disruption of continually rotating acting assignments.

Frank Parra, Director of Emergency Services, spoke before the Commission and discussed with them the operational issues in the Fire Department caused by creating acting assignment rotations during employee long-term absence situations, and the benefit of the proposed language change to the Civil Service Rules.

Brian Krepps, Treasurer of NCCFFA some members of the Fire union, and Monica Rios, a member of the public, were in attendance and spoke before the Commission to express their support to the proposed amendment to the rule.

Action: After considerable discussion, a MOTION was made by Commissioner Sendt, seconded by Commissioner Courtney to approve the proposed amendment to Civil Service Rule IV, Section 407.1 – Types of Initial Appointments – as submitted. All AYES – motion carried.

ELECTION OF OFFICERS

HR Director Stevenson stated that there were resignations from the Chairperson and some Commission members last year; and, therefore, there is a need to elect a Chairperson and a Vice Chairperson. She also informed the Commission that the regular election of officers are held in January of each year and that it is a little late due to previous canceled meetings.

Sendt nominated Cano for the Chairperson and the nomination was seconded by Martinez. There were no other nominations. All AYES. Commissioner Cano is the new Chairperson.

Martinez nominated Sendt for the Vice-Chairperson. AYES: Martinez, Sendt, Cano.

Courtney nominated Camacho for the Vice-Chairperson. AYES: Courtney, Camacho

Commissioner Sendt is the new Vice-Chairperson.

PUBLIC COMMUNICATIONS

None.

STAFF COMMENTS

HR Director Stevenson informed the Commission that suggestions and recommendations from employee unions and management concerning saving measures have been solicited to address the projected deficit in the new Fiscal Year. She also invited the Commission to attend a special City Council meeting, which will be held on August 10th where some of the proposals will be discussed in more detail; and that the agenda for that meeting will be forwarded to the Commission as soon as it is available.

Stevenson further informed that the City Manager will meet with the chairpersons of the boards and commissions to give them the opportunity to provide input to significant areas of discussion.

She informed the Commission that the City had already enacted and is in the middle of the Voluntary Separation Program, offering incentives to employees who opt to separate early from the City service by way of either voluntary resignation or service retirement. The City's objective is, wherever possible, freeze the positions and leave them unfilled; however, essential positions may need to be backfilled.

Stevenson further informed that a couple of disciplinary hearing cases are in the Skelly process and still in the level of appeal within their departments. Therefore, it is anticipated that these cases may be brought before the Civil Service Commission in the near future.

COMMISSIONER COMMENTS

Commissioner Cano thanked the Commission for appointing him to the Chairperson and stated that he hopes to do a great job in assuming the position.

ADJOURNMENT

Action: Motion made by Cano, seconded by Martinez, and unanimously carried to adjourn the regular meeting at 6:45 p.m., Thursday, July 8, 2010, to the next regular meeting of the Civil Service Commission on Thursday, September 9, 2010, at 5:30 p.m., in the Large Conference Room, Second Floor of the Civic Center, 1243 National City Blvd., National City, CA 91950.



VICE-CHAIRPERSON



DATE APPROVED

Special meetings may be called by the Chairperson upon the recommendation of the Personnel Director to consider matters requiring a timely resolution in accordance with the Ralph M. Brown Act per Government Code Section 54950, et. Seq.